

**VILLAGE OF PERRY
VILLAGE BOARD MEETING MINUTES
JULY 7, 2025**

A regular board meeting of the Village of Perry was held at the Village Hall, 46 North Main Street, Perry, New York at 7:30 pm on the 7th day of July 2025.

PRESENT:	Rick Hauser	Mayor
	Arlene Lapiana	Trustee
	Joel Bouchard	Trustee
	Richard Muolo	Trustee
ALSO PRESENT:	Christina Slusser	Village Clerk
	Samantha Marcy	Administrator
GUESTS:	Barb Ferris	Village Resident
	Gary & Rebecca Isaman	Village Residents
ABSENT:	Sandy Lawrence	Trustee

Mayor Hauser called the meeting to order at 7:30 pm and led in the Pledge of Allegiance.

PUBLIC COMMENT

Village resident, Barb Ferris, expressed her concerns with parking on Pine Street due to the difficulty in seeing over the hill. She requested a 3rd “no parking” sign on the north side of the street. This will be referred to the Police Committee to assess the safety concern.

MINUTES

Trustee Lapiana made a motion to approve the minutes for 6/16/2025 which was seconded by Trustee Muolo and carried with all voting aye.

RESOLUTION APPROVING SUPPLEMENTAL AGREEMENT NO. 2 FOR THE MUNICIPAL SNOW AND ICE AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION

WHEREAS, the Village of Perry has a municipal snow & ice agreement with New York State Department of Transportation; and

WHEREAS, the New York State Department of Transportation has provided a supplement agreement to add funding due to exceeding the estimated expenditure for the 24/25 season; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby approves the Supplemental Agreement No. 2 with the New York State Department of Transportation; and

BE IT FURTHER RESOLVED, the Village of Perry Board authorizes the Mayor to execute the Supplemental Agreement No. 2.

Trustee Bouchard made a motion to approve the snow and ice agreement with the New York State Department of Transportation which was seconded by Trustee Lapiana and carried unanimously.

RESOLUTION APPROVING ALFX SERVICE AGREEMENT FOR LEAK DETECTION SYSTEM

WHEREAS, the Village of Perry Superintendent of Public Works is requesting the approval of the ALFX Service Agreement with 64seconds, Inc. related to the leak detection system; and

WHEREAS, the term of the agreement is for five (5) years and the total cost is \$16,400.00; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby approves the ALFX Agreement with 64seconds, Inc. and authorizes the Mayor to execute the agreement.

Trustee Lapiana made a motion to adopt the resolution approving the AFLX Service Agreement for leak detection which was seconded by Trustee Bouchard and carried with all voting aye.

RESOLUTION APPROVING INTER-MUNICIPAL AGREEMENT WITH THE VILLAGE OF WARSAW

WHEREAS, a new streetsweeper has been purchased and the Village of Perry and Village of Warsaw desire to continue the agreement for joint use of the streetsweeper; and

BE IT RESOLVED, the Village of Perry Board hereby approves the Inter-Municipal Agreement with the Village of Warsaw and authorizes the Mayor to execute the agreement.

This agreement is the reverse of the prior agreement where the Village of Warsaw will pay for half of the expenses now that the Village of Perry purchased a street sweeper. Motion was made by Trustee Muolo to adopt the resolution approving the agreement with the Village of Warsaw which was seconded by Trustee Bouchard and carried with all voting aye.

RESOLUTION APPROVING PERRY CENTRAL SCHOOL VOLLEYBALL TEAM REQUEST

WHEREAS, the Perry Central School Volleyball team is organizing a grass volleyball tournament on August 3, 2025 at the Perry Village Park; and

WHEREAS, the Parks Committee is suggesting waiving the fee for use of the field; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby accepts the Perry Central School Volleyball Team reservation request and approves waiving the fee for the use of the field.

Motion was made by Trustee Lapiana to approve the Perry Central School volleyball team request which was seconded by Trustee Muolo and carried unanimously.

RESOLUTION APPROVING EMPLOYEE HANDBOOK UPDATES

WHEREAS, the Office Committee has been reviewing the Employee Handbook and is recommending the attached updates; and

NOW, THEREFORE BE IT RESOLVED, the Village of Perry Board hereby approves the Employee Handbook updates as recommended by the Committee.

Changes were made to the Employee Handbook to include some required and some recommended policies. Ex. Leave for cancer screening and blood donation and the addition of a cash receipts policy. Trustee Muolo made a motion to adopt the resolution approving the Employee Handbook updates which was seconded by Trustee Lapiana and carried with all voting aye.

RESOLUTION ADOPTING UPDATED VILLAGE OF PERRY DEPARTMENT OF PUBLIC WORKS FEE SCHEDULE

WHEREAS, the Village Administrator has provided an updated Department of Public Works Fee Schedule for consideration; and

BE IT RESOLVED, the Village of Perry Board of Trustees hereby adopts the Department of Public Works Fee Schedule effective July 7, 2025.

The DPW fee schedule includes the addition of a dumpster charge in cases of removing garbage from a property in accordance with the local law. The charge can also be prorated (ex. If a full dumpster is \$100, use of $\frac{1}{4}$ would be \$25). Trustee Lapiana made a motion to adopt the updated Department of Public Works Fee Schedule which was seconded by Trustee Muolo and carried with all voting aye.

RESOLUTION AUTHORIZING CHARGES FOR GARBAGE REMOVAL

WHEREAS, Chapter 465-14 A of the Village of Perry Code states that all exterior of the premises shall be kept free from hazards including garbage, solid waste, hazardous waste and trash; and

WHEREAS, garbage will be permitted adjacent to the roadway on the day before and on the night hours of pickup only; and

WHEREAS, on June 9, 2025, a large pile of miscellaneous garbage was observed at 14 Water St. (tax map no. 100.8-2-35) adjacent to the roadway; and

WHEREAS, on July 2, 2025, a large trash item was observed at 70 Water St. (tax map no. 100.8-2-49) adjacent to the roadway; and

WHEREAS, on July 2, 2025, a large trash item was observed at 140 Water St. (tax map no. 88.20-3-1) adjacent to the roadway; and

WHEREAS, notices were placed at all properties with a 24-hour time frame for removal; and

WHEREAS, since the items were not removed within the designated time frame, the Village of Perry DPW removed the items; and

WHEREAS, per Chapter 465-18 all costs incurred by the Village of Perry for such removal including but not limited to; labor, fuel, tipping fees, benefits, tax and insurance, shall be assessed against the owner of said property; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Clerk's Office to produce a bill for 14 Water St. for costs associated with garbage removal totaling \$410.00; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Clerk's Office to produce a bill for 70 Water St. for costs associated with garbage removal totaling \$96.25; and

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby authorizes the Village Clerk's Office to produce a bill for 140 Water St. for costs associated with garbage removal totaling \$108.75.

Trustee Lapiana made a motion to authorize the above charges for garbage removal which was seconded by Trustee Muolo and carried unanimously.

**RESOLUTION CREATING PROJECT BUDGET FOR THE DOWNTOWN REVITALIZATION INITIATIVE
SMALL PROJECT FUND**

WHEREAS, the Village of Perry has been awarded a Small Project Fund through the Downtown Revitalization Initiative; and

WHEREAS, the Village Administrator has proposed a budget based on the grant agreement for the project as follows:

REVENUE:

CD3089	State Aid (DRI)	\$ <u>495,000.00</u>
		\$ 495,000.00

EXPENDITURES:

CD8668.2	Small Project Fund – Rehabilitation	\$ 445,500.00
CD8668.4	Small Project Fund – Administration	\$ <u>49,500.00</u>
		\$ 495,000.00

TOTAL PROJECT BUDGET	\$ 495,000.00
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; and

BE IT RESOLVED, the Village of Perry Board of Trustees hereby authorizes the project budget for the Small Project Fund; and

BE IT RESOLVED, the Village Clerk is directed to provide a copy of this resolution to the Village Administrator.

Trustee Bouchard made a motion to adopt the resolution creating the project budget for the Downtown Revitalization Initiative Small Project Fund. This motion was seconded by Trustee Lapiana and carried with all voting aye.

RESOLUTION APPROVING CORRECTION TO BUDGET TRANSFER TO THE 2024-2025 VILLAGE BUDGET AND ENCUMBRANCE TO THE 2025-2026 FISCAL YEAR

WHEREAS, the Village Administrator is requesting a correction to a previous budget transfer to the 2024-2025 fiscal year:

General Fund:

Increase:	A1670.4 (Central Mail & Print – Contractual)	\$1,379.26
Decrease:	A1680.4 (Data Processing – Contractual)	\$1,058.00
Decrease:	A1325.4 (Treasurer – Contractual)	\$142.02 -\$321.26

WHEREAS, the Village Administrator is requesting a correction to a previous encumbrance journal for the 2024-2025 and 2025-2026 fiscal years:

Description	Amount to Encumber	2024-2025 Budget Account	2025-2026 Budget Account
General Fund:			
PD Equipment – Vests & Bike	\$8,151.34	A3120.1 A3120.4	A3120.4

BE IT RESOLVED, that the Village of Perry Board of Trustees hereby approve the corrections noted above; and

BE IT RESOLVED, that the Village Clerk shall provide a copy of this resolution to the Village Administrator.

Motion was made by Trustee Bouchard to approve the correction to budget transfers for the 2024-2025 village budget and encumbrance to the 2025-2026 fiscal year. This motion was seconded by Trustee Muolo and carried unanimously.

CLERK/DEPUTY TREASURER REPORT

Clerk Report 7/7/2025

VILLAGE OF PERRY

**Abstract # 003
Summary by Fund**

07/03/2025
16:08:38

Code	Fund	Prepays	Unpays	Totals
A	GENERAL FUND	22,682.34	103,537.91	126,220.25
CD	SPECIAL GRANT FUND		7,740.25	7,740.25
F	WATER FUND	46,375.00	29,439.74	75,814.74
G	SEWER FUND	3,020.10	21,706.39	24,726.49
HF	WATER TREATMENT PLANT PROJECT		310.50	310.50
HS	CAPITAL PROJECT - SEWER IMPROV		776.25	776.25
JA	SILVER LAKE WATERSHED COMMISSI		37.99	37.99
TA	TRUST & AGENCY		6,819.69	6,819.69
Total:		72,077.44	170,368.72	242,446.16

Vouchers were audited by Trustee Bouchard. Debt service payments were prepaid out of the water fund in the amount of \$46,375.00. A trial balance for tax collection was also provided. Trustee Lapiana made a motion to approve payment of abstract #3, vouchers #43-181, in the amount of \$242,446.16 which was seconded by Trustee Muolo and carried with all voting aye.

DEPARTMENT/COMMITTEE REPORTS

VILLAGE ADMINISTRATOR – 2024-2025 YEAR END

The Village Administrator/Treasurer closed out the 2025-2025 fiscal year and provided year end revenue and expenditure reports for the general, water, and sewer funds. Annual financial reports have been submitted to the state as required. Administrator Marcy pointed out that revenues came in higher than expected in the general fund, with the unallocated fund balance around \$130,000. This is slightly above the range according to the village's fund balance policy. Administrator Marcy recommended that the board consider what to do with the leftover

amount, providing examples: put into the park reserve for planned park equipment upgrades or use on roads or sidewalks, which is one of the main complaints heard by residents. Smaller streets could be paved using CHIPS money with the help of shared services, while larger streets are generally contracted out. Mayor Hauser deferred to the Public Works Committee for their recommendations. Mayor Hauser also mentioned that the employee benefits reserve should be looked at to make sure it is not underfunded.

BUILDING IMPROVEMENT LOAN (BIL) COMMITTEE

The BIL committee met on 7/2/2025 to review an application that was received for a building improvement loan for façade renovation. The application was submitted by Ryan Newcomb Fitzsimmons on behalf of the Silver Lake Brewing Project, LLC. The BIL program started with a community development grant received in the 80's with the purpose of helping facilitate building renovations. The committee confirmed the application is complete and fits within the scope of the guidelines. Once approved, the application goes to the attorney's office to draft an agreement. Trustee Muolo made a motion to approve the Building Improvement Loan committee report and recommendation for the Silver Lake Brewing Project which was seconded by Trustee Bouchard and carried unanimously.

TRUSTEE REPORTS/COMMITTEE REPORTS

Trustee Lapiana informed the rest of the board that Police Committee was cancelled and DPW Committee is looking at rating road and sidewalk conditions.

Trustee Muolo spoke about the parking study, adding that there is interest in making a temporary parking lot behind Traver Place that could accommodate up to 20 cars with a future plan to expand that parking area. It is hopeful this will be done before winter, although there is no specific timeline.

Trustee Bouchard, with consideration to funding reserves, mentioned that there are a couple parks projects in mind, so the parks reserve fund may be a good candidate to allocate the extra fund balance to. Replacing the wooden castle at the Village Park has been discussed. There is also a stormwater situation at the Public Beach. Mayor Hauser is interested in a storm drainage study for the Public Beach.

At 8:11pm, motion to adjourn was made by Trustee Lapiana, seconded by Trustee Muolo, and carried.

Respectfully submitted,
Christina Slusser, Village Clerk